

CONCORDIA UNIVERSITY

Council of the Faculty of Arts and Science

**Minutes of the meeting held on Friday, May 12, 1995**

**Present:** G. Valaskakis, M. Yates; B. Harris; S. Carter; M. Danis; F. Stevens; A. Hochstein; J. Appleby; R. Martin; B. Litner; S. Ruby; M. Brian; R. Pallen; D. Brown; B. Sahni; R. Schmid; D. Sheps; J. Woodsworth; J. Sullivan; A. Nash; E. Raudsepp; N. Gagnon; H. Shulman; M. Malik; A. Teffeteller; C. Gray; R. Sharma; A. Schwartzman; I. Robinson; A. Sharma; M. Pruska-Carroll; N. Bandia; P. Dalton; O. de Winter; R. Duranceau; A. Flynn; M. Giles; K. McMurray; D. Nemiroff.

**Regrets:** P. Bird; D. Markiewicz; S. Kumerapeli; M. Singer; S. Hoecker-Drysdale; J. Bottenburg.

**Absent:** A. Ahmad; B. Lewis; D. Salée; J. Fiset; M. Giguère; W. Byers; M. Poirier; M. Ainley; C. Potworowski; M.J. McKetterick; K. Bolh; E. Evans; T. Gardner; S. Gritsas; C. Hayden; M. Kareda; M. Soso; G. Tayco.

**Guests:** K. K. Mukherji; J. Hill; C. Chevrier; D. Chambers.

**Documents considered and distributed at this meeting:**

ASFC-95-4M-A Call for Nominations re: Elections/Ratification

ASFC-95-4M-B Interdisciplinary Clusters: A Judicious Balance

**1. Call to Order**

Dean Valaskakis called the meeting to order at 2:06 p.m.

**2. Approval of Agenda**

95-4M-1 It was moved and seconded (Raudsepp/Robinson) that the agenda be approved as circulated.  
Carried.

**3. Approval of Minutes of March 17, 1995**

95-4M-2 K. McMurray noted Dr. S. Hoecker-Drysdale should be noted as present.  
It was moved and seconded (Dalton/Sahni) that the minutes be approved as corrected.  
Carried.

4. **Remarks from the Chair**

Dean Valaskakis informed Council that a Retreat would be held May 18, 1995 for the Faculty's Chairs, Directors and Principals.

5. **Questions and Announcements**

Dean Valaskakis noted that the Students' Bill of Rights would be discussed at Council in the Fall, 1995.

Dr. Pallen informed Council that Ms. Cathy Busby, a graduate student in the Department of Communication Studies had been awarded a Fullbright Scholarship.

6. **Reports from Other University Bodies**

**Board of Governors:** Ms. Giles informed Council that a policy on senior salaries had been passed by the Board of Directors' Budget Committee. This would be forwarded to the Board on May 17, 1995 for implementation.

**Senate:** Dr. Pallen reported that Senate had approved the Faculty of Commerce and Administration's Awards of Distinction; the renaming of the Mappin Medal as recommended by Arts and Science Faculty Council; had established a Senate Finance Committee, membership to be determined; and had proposed a committee in innovative development, tabled to September 1995. These two new committees would look at changes in and direction of the University in terms of financial cutbacks facing it. He noted that Senate had approved a motion in which the Chair of Senate would be elected by Senate in future. Senate would no longer automatically be chaired by the Rector. Another meeting of Senate had been held in which the budget was discussed; no recommendations or motions were passed. The budget would be considered again at the May 26th meeting of Senate.

7. **Call for Nominations re: Elections/Ratification**

**Advisory Search Committees for the Appointment of Principal/Director 1996/97**

**Name of Body**

Simone de Beauvoir Institute

**Current Director/Principal**

Dr. C. Maillé, Acting Principal

**Advisory Search Committees for the Appointment of Chair 1996/97**

**Name of Body**

Department of Biology

Department of Communication Studies

Département d'études françaises

Department of History

**Current Chair**

Dr. R. Roy

Dr. W. Gilsdorf, Acting

Dr. Pierre L'Hérault, Acting

Dr. M. Singer, Acting

Department of Modern Languages & Linguistics	Dr. A. Teffeteller
Department of Psychology	Dr. A. Schwartzman
Department of Sociology & Anthropology	Dr. S. Hoecker-Drysdale

**Arts and Science Computer Resources Committee**

We require:

Four (4) faculty members (3-year terms)

Mathematics and Statistics - 1 representative

Education Department - 1 representative

Faculty at large - 2 representatives

One (1) undergraduate student (1-year term)

One (1) graduate student (1-year term)

**Arts and Science Faculty Curriculum Committee**

We require:

Four (4) faculty members (3-year terms)

Two (2) undergraduate students (1-year terms)

One (1) graduate student (1-year term)

**Arts and Science Faculty Committee on the Status of Women**

We require:

Three (3) full-time faculty members (1-year terms)

One (1) part-time faculty member (1-year term)

Two (2) undergraduate students (1-year terms)

One (1) graduate student (1-year term)

**Arts and Science Faculty Panel (Academic Regulations Regarding Cheating)**

We require:

Three (3) full-time faculty members as regular members (2-year terms)

Two (2) full-time faculty members as alternate members (2-year terms)

Six (6) undergraduate students (1-year terms)

**Arts and Science Committee on Honourary Degrees**

We require:

Two (2) full-time faculty members (2-year terms)

Two (2) undergraduate students (1-year terms)

**Arts and Science Faculty Committee to Supervise Elections**

We require:

Three (3) full-time faculty members (1-year terms)

**Arts and Science Faculty Appeal Committee (Regulations Regarding Academic Re-evaluation)**

We require:

Two (2) full-time faculty members as regular members (2-year terms)

One (1) full-time faculty member as alternate member (2-year term)

Three (3) undergraduate students as regular members (1-year terms)

Three (3) undergraduate students as alternate members (1-year terms)

**Arts and Science Faculty Honours Committee**

We require:

Three (3) full-time faculty members (2-year terms)

One (1) undergraduate honours student

**Arts and Science Part-Time Faculty Elections Committee**

We require:

Three (3) part-time faculty members (1-year terms)

**Arts and Science Faculty Student Request Committee**

We require:

Three (3) full-time faculty members (2-year terms)

One (1) undergraduate student as regular member (1-year term)

One (1) undergraduate student as alternate member (1-year term)

**University Senate**

We require:

Three (3) Arts and Science faculty representatives (3-year terms)

One (1) Arts and Science part-time faculty member elected by CUPFA (1-year term)

**Academic Services Committee of Senate**

We require:

One (1) Arts and Science faculty representative (3-year term)

**University Library Committee of Senate**

We require:

One (1) Arts and Science faculty representative from the Sciences (3-year term)

**Computer Resources Committee of Senate**

We require:

One (1) Arts and Science faculty representative (3-year term)

**University Writing Test Sub-Committee of Senate**

We require:

Four (4) Arts and Science members (3-year terms)

Department of English	- 1 representative
Département d'études françaises	- 1 representative
Department of Education	- 1 representative
TESL Centre	- 1 representative

**Undergraduate Scholarships and Awards Sub-Committee of Senate**

We require:

One (1) full-time faculty representative from Arts and Science from the Humanities (3-year term)

One (1) full-time faculty representative from Arts and Science from the Sciences (3-year term)

**Council of the School of Graduate Studies**

We require:

One (1) full-time faculty representative from the Sciences (3-year term)

**School of Graduate Studies Curriculum Committee**

We require:

One (1) full-time representative with experience in graduate studies from Arts and Science (2-year term)

**8. Interdisciplinary Clusters**

Dr. Stevens introduced the document "Interdisciplinary Clusters: A Judicious Balance". She thanked past and present members of the Faculty Curriculum Committee for their work on this document. She gave a brief history of similar work done in past years at the university. She described the different portions of the document to Council.

94-4M-3

**It was moved and seconded (Stevens/McMurray) that Arts and Science Faculty Council approve the document: Interdisciplinary Clusters: A Judicious Balance, document ASFC 95-4M-B, and authorize a pilot study of six clusters for a limited number of students to begin in September 1996.**

**Carried: 28 in favour; 4 opposed; 1 abstention.**

**9. Report from the Registrar's Office**

Mr. Ray Martin, Assistant Registrar for the Faculty of Arts and Science gave Council a brief report and responded to questions.

He reported that, overall, applications were down at Concordia. Full-time applicants were down between 8 and 9% in Arts and Science. This was true across Quebec; a decrease of between 2 and 10% - except for Bishops's which services a very small population. While the population in CEGEP remains constant, the number of students able to complete in four terms had decreased. This meant that less students graduate per year which could mean a backlog of applicants to University in future. Students who complete CEGEP in five terms do not apply to Concordia for January entry as Concordia has a history of not being welcome to January applicants. However, Concordia's overall share of CEGEP applicants was not diminishing. Universities had been experiencing a bulge since 1987 and it was thought that the bulge is over and numbers would remain lower but constant. The phenomenon of lower numbers of applicants in Arts and Science had happened in Commerce and Administration over the past two years. Commerce was stabilising at the lower level; the same phenomenon was expected in Arts and Science.

He noted that some concern had been expressed that the reorganization of the Registrar's area had had an impact on applications. He wished Council members to know that all applicants from Quebec would hear by May 15th. Applications from outside Quebec were a little behind schedule but would be processed shortly.

Mr. Martin told Council that departments could request from the Registrar's Office a list of newly accepted students so that they could make personal contact. He noted that the pool of students applying to university was diminishing and retention of students would become more important in future. He said Concordia must become an attractive place for students. Programmes for welcoming new students, orientation and retention must be developed. He noted that some departments do this well at present but that Concordia must make a concerted effort in the future in these areas.

He informed Council that the University has engaged a polling firm to try to get a better understanding of why students who have not completed their degrees do not return. Once the university has some understanding of the reasons, it could develop initiatives to address student needs.

Professor Sheps noted that registration numbers in courses seemed to be higher than last year. Mr. Martin confirmed that registration this year was two weeks earlier and advised departments to compare course registration numbers on May 15, 1995 with those on May 27, 1994.

Dr. Hill expressed the concern that Concordia was often the last university to inform students of their acceptance. He applauded the catch-up that the Registrar's Office had done this year despite the restructuring but hoped that in future the first acceptance letter would be from Concordia University.

Professor Shulman noted that the Liberal Arts College contacted new applicants immediately and interviewed them within a week. He understood that the process was somewhat different in the College but he urged departments to contact newly accepted students quickly.

Dr. Ruby said that last year the Department of Biology had divided up the telephone numbers of all newly accepted students and that faculty members had called each student personally. The department was pleased with the results and planned to continue this practise. She recommended this to other departments.

Mr. Martin agreed with Professor Shulman and Dr. Ruby that quick contact with newly admitted students was very important and he said that the Registrar's Office would be more than happy to provide departments with student listings.

Dean Valaskakis seconded that recommendation. She thanked Mr. Martin for his report to Council.

**10. Notices of Motion**

There were none.

**11. Next Meeting of Council**

Dean Valaskakis reminded Council members that the next meeting of Council would be held on Tuesday, May 23, 1995, at 9:30 a.m. in DL-200. As this was the Graduation Meeting, she urged full attendance.

**12. Adjournment**

94-5M-4      It was moved and seconded (Dalton/McMurray) that the meeting be adjourned at 3:35 p.m.